

Minutes of the Suffield Permanent Building Commission

Wednesday, October 30, 2013

PBC Members Present

Joe Sangiovanni, Chairman
Glenn Neilson, Vice Chairman
Bill Gozzo
Cathie Ellithorpe

Absent PBC Members

Kevin Goff

Also Present

John Cloonan – Director of Public Works
Julie Oakes – Facilities Manager DPW
Mr. Edward Arum – School System Consultant for Construction
Larry Plano – Schools Facilities Director
Ted Flanders – Building Department Official
Mel Chafetz – Library Commission
Tom Frenaye – Candidate for First Selectman
Angela Cahill – Fletcher Thompson

Call to order: The meeting was called to order at 7:01 P.M

- Chairman Sangiovanni introduced Julie Oakes as the new Facilities Manager for the Department of Public Works.

Public Comment:

- None

Correspondence:

- None

Approval of Meeting Minutes

- Chairman Sangiovanni had a change to make on the October 3, 2013 PBC Meeting Minutes. Note that the window selection for replacement at the library should read "Low-E windows with coating and not clear windows."
- Mr. Neilson made a motion (seconded by Mr. Gozzo) to approve the PBC Meeting Minutes for October 3, 2013 with changes. Ms. Ellithorpe abstained. All in favor, none opposed, one abstention. **Motion passed.**
- Chairman Sangiovanni will make the corrections and file with the Town Clerk.

Kent Memorial Library Renovation Project

- Chairman Sangiovanni reviewed the outcome of his meeting with the Village District Review Board on October 7. Steve Smith of Silver Petrucelli Architects made a presentation regarding the windows. The Village District Review board was very receptive and ultimately approved the design.
- Chairman Sangiovanni reviewed the outcome of his meeting with the Historic District Commission on October 7. The Commission was insistent about replacing the existing medallions on the new windows. They were also concerned that the new glass won't look the same as the existing tinted windows and may show some glare. Chairman Sangiovanni will have them tested with an optical spectrometer.
- Silver Petrucelli Architects will be cleaning out the debris found in the ductwork video. Chairman Sangiovanni thinks that a June or July groundbreaking date is a reasonable estimate.

Kent Memorial Library Entrance Project

- The Historic District Commission decided they do not want to have parking spaces adjacent to the building citing the unattractive look of the retaining wall and the higher cost.
- After some discussion, the PBC decided to abandon the parking spaces adjacent to the library building. Care will be taken to make sure that all handicap parking requirements are still met. Craig Saunders from Tecton Architects will be notified so that he can complete the construction documents.
- Chairman Sangiovanni wants to make sure that heat pump that is being proposed for the entrance will provide adequate heat during cold weather. There may need to be supplemental electric heaters installed. Mr. Cloonan will get more specifications on the heat pump during cold weather.

Town Hall Renovation Project

- Ms. Angela Cahill from Fletcher Thompson Architects went over the plans.
- After some discussion it was decided that ventilation is not required for this project since there is adequate natural ventilation and the code does not require it. This will eliminate the problems regarding ductwork distribution, structural challenges and will also take care of the attic fire rating issues.
- Mr. Neilson made a motion to eliminate ventilation from the project. Mr. Gozzo seconded. All in favor; **Motion passed.**
- All door handles will be replaced with ADA lever style hardware to make the building accessible and to make all lock hardware consistent, so there will be one master key.
- The Emergency Operation Center had requested a shower be installed for use during long term emergencies. Due to a lack of flexible space, it was decided that this special request could not be fulfilled. It was pointed out that there are shower facilities at the main fire station next door.
- Construction could begin by June of next summer. Mr. Cloonan will work on the phasing of the project and where to move people temporarily. Ms. Ellithorpe would like to see a timeline and a bid date for construction. It should go out to bid early next year.

Executive Session

- It was decided that there was no need for an executive session at this time.

High School Fire Pump Project

- Mr. Cloonan made the committee aware that the RFP for the Rework of the Fire Pump will be going out on November 4. The RFP will be sent out to 6 or 7 companies that were recommended by Mr. Neilson and Mr. Kaplan. Interviews of the candidates will take place with Dave Walencewicz from P&J consultants on December 3, and the winning bidder will be notified on December 5 after the PBC review.
- Mr. Neilson thought it could be completed in 3 weeks depending on the weather. The winning bidder will have 90 days to complete the project before liquidated damages start.
- The fire department connection for the agriscience building that was requested by Building Official will be installed by an independent contractor after Haynes has completed the punch list. It will need to be checked by the fire marshal.

High School Agri-Science Large Animal Facility Project

- There has been some pushback on the roof situation. The original contractor, Chase Construction, says it was done according to plan. Silktown Roofing was hired by Haynes to inspect the roof and they say it is sloppy workmanship. IMTL is going ahead with the thermo-imaging of the roof; no date has been set at this time.
- Haynes says they are working on the cracks in the floor. No report as of this date.
- Chairman Sangiovanni says we can use the building with roof problems as long as the fire pump connection is installed. Possibly by the end of this year.

- Mr. Neilson sent an email regarding Mark Roman Landscape Architect and the wetlands commission concerns about the sidewalk erosion and the vegetation on the hill. They are requesting a meeting with architect Mark Welch to resolve these issues.

Invoices

- Ms. Ellithorpe made a motion to approve invoice #0021029 from Fletcher Thompson Architects in the amount of \$12,091.05 for 100% completion of schematic design and 80% completion of design development for MEP upgrades to Town Hall. Seconded by Mr. Gozzo. **Approved Unanimously.**
- Ms. Ellithorpe made a motion to approve invoice #13-1633 from Silver Petrucelli Architects in the amount of \$18,970.00 for 70% completion of construction documents and video surveillance for the library HVAC upgrade. Seconded by Mr. Neilson. **Approved Unanimously.**
- Ms. Ellithorpe made a motion to approve invoice #13-1805 from Silver Petrucelli Architects in the amount of \$8,550.00 for 85% completion of construction documents for the library HVAC upgrade. Seconded by Mr. Gozzo. **Approved Unanimously.**
- Mr. Gozzo made a motion to approve invoice #15922 from P&J Sprinkler in the amount of \$942.50 for consulting services to develop the Fire Pump RFP. Seconded by Mr. Neilson. **Approved Unanimously.**

Other Business

- Mr. Cloonan explained that OSHA made a surprise inspection of town buildings this past week.. They asked for an asbestos study to be done at the Town Hall. Mr. Sangiovanni gave the go ahead to approve this study to be done.

Schedule Next Meeting

- A date for the next meeting of the Suffield Permanent Building Commission was not decided pending receipt of bids for repairing the high school fire pump.

Adjourn

- There was a motion made and seconded to adjourn at 8:40 PM.

Submitted by
Linda Zaffetti

Joseph J. Sangiovanni, Chairman

Chairman Signature